



JAMES A. NOYES, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE  
REFER TO FILE: **B-5**

April 3, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**AS-NEEDED BUILDING AND SAFETY  
INSPECTION/PERMIT TECHNICIAN SERVICES  
AWARD SUPPLEMENTAL AGREEMENT  
ALL SUPERVISORIAL DISTRICTS  
3 VOTES**

### **IT IS RECOMMENDED THAT YOUR BOARD:**

Award and authorize the Director of Public Works, or his designee, to execute a supplemental agreement with JAS Pacific, Inc., for a not-to-exceed fee of \$750,000 to provide as-needed building and safety inspection and permit technician services in locations throughout Los Angeles County to be funded from fees for services.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

We are recommending that the supplemental agreement allow continued services with JAS Pacific, Inc., through the end of the three-year term on October 31, 2003. It will ensure that service excellence is maintained in the inspection and permitting process for the construction of buildings in the private sector.

On October 31, 2000, your Board approved a consultant services agreement for a maximum three-year term for a total not-to-exceed fee of \$2,000,000 with JAS Pacific, Inc., for as-needed building and safety inspection and permit technician services. The approved consultant services agreement has allowed this Department's Building and Safety Division the ability to augment staff levels on an as-needed basis. This flexibility is needed to meet the intermittent need for additional inspection and permit technician services that have resulted from the high-level of construction activity.

### **Implementation of Strategic Plan Goals**

This action meets the Strategic Plan Goals of Service Excellence and Organizational Effectiveness by providing the public with timely permit issuance and inspection services that help maintain construction scheduling, stimulate the local economy, and green light private sector building construction while maintaining public safety.

### **FISCAL IMPACT/FINANCING**

The recommended supplemental agreement is for a total not-to-exceed fee of \$750,000. This is the maximum projected cost through the end of the present agreement ending on October 31, 2003. There will be no impact on net County cost.

Financing for the supplemental agreement is available from the Fiscal Year 2002-2003 County Engineer General Fund budget. This cost will be reimbursed by funding from fees for services.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard supplemental agreement, in the form previously approved by County Counsel, will be used. The existing consultant services agreement includes the standard Board-directed clauses that provide for contract termination, renegotiation, hiring qualified displaced County employees, and consideration of Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

JAS Pacific, Inc., is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

### **ENVIRONMENTAL DOCUMENTATION**

A finding of environmental impact is not required for this supplemental consultant services agreement for building and safety services.

### **CONTRACTING PROCESS**

On September 9, 1999, Public Works issued a Request for Proposal to 53 firms from Public Works' list of qualified consultants. Six firms responded to the request. An evaluation committee consisting of Public Works civil engineering and technical staff evaluated the proposals. The evaluation of the firms was based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, age, or gender. Based on the review and evaluation of the proposals, the evaluation committee determined that JAS Pacific, Inc., was the best qualified firm to perform the required services. The negotiated fees were reviewed by Public Works and are considered reasonable for the services provided. During the course of the contract term, Public Works exercised its option for contract renewals and issued two, one-year supplemental agreements. Fees for current services remain reasonable for the services provided.

JAS Pacific, Inc., Community Business Enterprises (CBE) participation data and three-year contracting history with the County are on file with Public Works.

In accordance with the Chief Administrative Officer's June 15, 2001, instructions, this is Public Works' assurance that this consultant will not be requested to perform services which will exceed the agreement's approved amount, scope of work, and/or dates.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no impact on current County services during the performance of the recommended consultant services.

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**CONCLUSION**

One approved copy of this letter is requested.

Respectfully submitted,

JAMES A. NOYES  
Director of Public Works

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cc: Chief Administrative Office  
Executive Office  
County Counsel